**After School Sport Coaching Excellence Award**

**2019 Nomination Form**

**Closing date:**

**Friday, 2 August 2019**

**Overview**

The Department of Cultural Affairs and Sport together with the After School Programme Office wishes to recognise sport coaching excellence in After School Programmes at the Provincial Sport Awards ceremony.

After School Programmes are a critical intervention to enable youth to travel a productive pathway to adulthood. These programmes add to the educational environment by providing a secure, active and nurturing place, after school hours, enabling learners to explore and pursue their interests and find their niches of success outside of the classroom. In so doing, After School Programmes build the confidence and resilience of learners, magnifying their potential future opportunities.

Thousands of teachers, organisations and practitioners work tirelessly every afternoon with learners to ensure extended sporting education for learners in the Western Cape and it is important that this work is celebrated and awarded.

Successful nominees from each district will be invited to the Provincial Sport Awards Ceremony later this year, with the provincial winner announced on the night.

**Award**

* The After School Sport Coaching Excellence Award was launched in 2017 and is awarded by the Department of Cultural Affairs and Sport and the After School Programme Office.
* Winners will receive a trophy and certificate.

**Nomination and Adjudication process**

* Coaches need to be nominated by their host school/centre/ organisation. Each application must be completed using the motivation form (Section A), a self-motivation by the nominee as to why they should be considered (Section B), and evidence to support the nomination (Section C).
* A Final Evaluation Panel appointed by the Department of Cultural Affairs and Sport and the After School Programme Office will adjudicate on the shortlisted nominations.

**Eligibility**

* Nominee is currently working as a coach/teacher/practitioner serving school-going learners in the Western Cape.
* Working in a no- fee or low-fee school or at a centre/organisation working with learners attending these schools (*No- and low-fee school are defined as having annual school fees of less than R1200/annum*).
* Coach sporting activities in the after school space (defined as *Programmes run after the end of the WCED teaching day, excluding break-time programmes and holiday activities*).

**Procedures and Rules**

* Entries should be stapled or bound for ease of perusal.
* Entry forms must be filled in correctly, in full and in sequence and with as much information as possible.
* Hand written entries are not encouraged; in cases where this is unavoidable please write legibly.
* Only emailed, posted and hand delivered submissions will be accepted. Faxed entries will not be accepted.
* Evidence should be submitted to support the entry e.g. video’s, publications, brochures, CD/DVD, Newspaper clippings (which will not be returned).
* Submission of concise, precise and relevant evidence is emphasised; impact must be demonstrated through evidence.
* Incomplete submissions will not be considered.
* The information provided in the entry form and during the verification process is legally binding.
* Referees will be contacted for verification.
* The decision of the Evaluation Panel will be final.

**Submission of entries**

Duly completed nomination forms must be forwarded to:

1. **Postal Address:**

After School Programme Office

2nd Floor, Protea Assurance Building

Greenmarket Square,

8000

For Attention: Ms B Hannah

1. **Physical Address (hand deliveries)**

After School Programme Office

2nd Floor, Protea Assurance Building

Greenmarket Square,

8000

For Attention: Ms B Hannah

1. **E-mail entries can be addressed** to [Afterschool@westerncape.gov.za](mailto:Afterschool@westerncape.gov.za) with the title After School Sport Coaching Excellence Award

For all inquiries/information, please contact Ms Bridget Hannah

Tel: 021 483 9844

Email: [Afterschool@westerncape.gov.za](mailto:Afterschool@westerncape.gov.za)

**Application form**

|  |  |
| --- | --- |
| Name of Nominee |  |
| School/ Centre/ Organisation Name |  |
| Position at the School/ Centre/ Organisation |  |
| Postal address |  |
| Email |  |
| Phone |  |
| Mobile |  |

|  |  |
| --- | --- |
| Nominated by |  |
| Position at the School/ Centre/ Organisation |  |
| E-mail |  |
| Phone |  |
| Mobile |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Please indicate with an X which district you are applying under:** | | | |
| Cape Winelands |  | Metro North |  |
| West Coast |  | Metro Central |  |
| Overberg |  | Metro East |  |
| Eden |  | Metro South |  |
| Central Karoo |  |  |  |

**All entries will be assessed against the following criteria**

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| **Categories** | **Evaluation criteria** |
| Quality programming  **Weighting: 25** | * Is there a structured curriculum with clear learner outcomes? Provide an example. * Are there clear lesson plans? Provide an example. * Is there a timetable of when programming takes place? Provide an example. |
| Learner participation and retention  **Weighting: 25** | * How many learners does the coach work with? Provide a register/ list * Is there evidence of learner’s coming regularly (weekly) and consistently (over the year)? Provide evidence of learner attendance data. |
| Building mastery  **Weighting: 20** | * Have any learners’ mastered the sport and is there proof of this? Provide evidence of school accolades/ sport league participation/ participation at district, provincial and/or national level |
| Stakeholder support  **Weighting: 15** | * Do stakeholders have a positive view of the programme and the quality of the coach as reflected in the views of the School Principal, NGO manager, partners, parents and/or learners? |
| Personal development  **Weighting: 15** | * Is the coach continually upgrading their own skills as reflected in their own participation in the code and/or self-development/ training efforts? |

**Required documentation**

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| **Section A: Motivation Form**   * Written motivation in terms of the 5 criteria;   **Section B: Self-Motivation**   * Nominee to provide motivation that indicates that s/he (a) accepts the motivation and (b) why they should be considered.   **Section C: Evidence**   * Testimonials from School/ colleagues/ learners; * Example of daily/weekly programme; * Example of attendance registers; and * Photos or clippings (magazines and newspaper articles) displaying any form of recognition. |

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| **Declaration and Signatures** | |
| **I / We agree that the information provided in this document and related supporting information is accurate and legally binding.** | |
| **Person nominating:** | |
| Full name/s |  |
| Signature |  |
| Date |  |
|  | |
| **Nominee:** | |
| Full name/s |  |
| Signature |  |
| Date: |  |

**Section A: Motivation Form (To be completed by the person Nominating)**

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**Section B: Personal Motivation (To be completed by the nominee)**

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**Section C: Evidence**

* Testimonials from School/ colleagues/ learners;
* Example of daily/weekly programme;
* Example of attendance registers; and
* Photos or clippings (magazines and newspaper articles) displaying any form of recognition.